

**CITY OF BLOOMINGTON
PARKS AND RECREATION DEPARTMENT**

JOB OPPORTUNITY

TEMPORARY PART TIME – GRIFFY BOATHOUSE LEADER

DUTIES:

Employee collects, records and deposits boathouse revenues. Employee is directly responsible for the safety of park visitors, park maintenance, and general appearance of Griffy Lake Nature Preserve.

Additional duties include but are not limited to:

- Facilitating boat rental operation at Griffy Lake Nature Preserve.
- Monitoring lake and trails and informing park visitors of park regulations and policies.
- Ensuring safety of park visitors.
- Planning and leading outdoor interpretive programs.
- Performing basic maintenance on equipment, buildings, parking lot and trails.
- Maintaining accurate records of deposits, rentals, patron participation and daily events.
- Attending regularly scheduled staff meetings.
- Other related duties as assigned.

SKILLS AND KNOWLEDGE:

Previous boating experience and customer service skills. Good working knowledge of boat and waterfront safety including First Aid and CPR certification. Experience and skill in the safe operation of push mowers, weed eaters and hand tools.

- Knowledge of forest and lake ecosystems.
- Must be self-motivated, and have the ability to work well with the public and other employees.
- Must be reliable, punctual, have the ability to follow oral and written direction, and be capable of performing physically demanding work.

PHYSICAL EFFORT:

Must be in good physical condition. Moderate physical effort is exerted by the employee in the daily tasks of boathouse operations and while performing natural area maintenance. Employee must be physically capable of lifting weights in excess of 50 pounds.

WORKING CONDITIONS:

Employee performs duties in and out of doors, in varying weather conditions, and is periodically exposed to high temperatures and high humidity levels. Safety precautions must be used at all times to avoid injury.

HOURS:

Shifts are 4-6 hours per day with a 15-29 hour work week, except during periods of inclement weather. Weekends and holidays are required.

Season: April & October: Weekends Only – 9:00am – 6:00pm

May – August: Daily – 8:00am – 8:00pm

September: Daily – 9:00am – 6:00pm

SALARY:

\$8.20 - \$9.09 per hour

APPLICANTS APPLYING FOR THIS POSITION MAY BE SUBJECT TO A CRIMINAL HISTORY CHECK. DIRECT DEPOSIT IS A REQUIRED CONDITION OF EMPLOYMENT.

Anyone wishing to apply for this position may do so at the Bloomington Parks & Recreation Office, 401 N. Morton Street, Suite 250, by mail (P.O. Box 848, Bloomington, IN 47402) or by fax (812-349-3705). IU students must apply at the Student Employment Office, 625 N. Jordan Avenue. Applications will be accepted through August 4, 2017.

AN EQUAL OPPORTUNITY EMPLOYER
La Igualdad De Oportunidades De Empleo Es La Ley.

The City of Bloomington does not discriminate on the basis of race, color, sex, ancestry, marital status, sexual orientation, gender identity, national origin, citizenship status, religion, age, veteran status, housing status, and disability status in employment or the provision of services.

The City of Bloomington validates authorization to work using E-Verify. The City will provide the Social Security Administration and, if necessary, the Department of Homeland Security, with the information from each new employee's I-9 form to confirm work authorization.

JOB POSTED: 07/18/2017